

Spokane Transit Authority
1230 West Boone Avenue
Spokane, Washington 99201-2686
(509) 325-6000

CITIZEN ADVISORY COMMITTEE MEETING
Wednesday, April 10, 2019
5:00 p.m.
Southside Conference Rooms

AGENDA

1. Call to Order & Roll Call
2. Public Expressions – *(Charlie Howell) – 3 minutes per person*
3. Committee Action: Review of Citizen Advisory Committee Minutes - Corrections or Approval
 - a. Minutes of March 13, 2019 –Meeting – *(Charlie Howell) – 5 minutes*
4. Committee Reports:
 - a. Cheney HPT Line Overview - *(Karl Otterstrom) – 15 minutes*
 - b. 2018 Unaudited Year-End Financial Report – *(Lynda Warren) – 15 minutes*
 - c. Fixed Route Survey Results - *(Brandon Rapez-Betty) – 10 minutes*
 - d. Recruitment/Orientation – *(Charlie Howell) – 5 minutes*
5. Committee Information – *no action*
 - a. Bike Connectivity - *(Brandon Rapez-Betty) – 5 minutes*
6. General Business - *(Chair) – 10 minutes*
7. Set agenda items for future CAC meetings – *(Chair) – 5 minutes*
8. Adjourn

Next Committee Meeting: Next meeting is May 8, 2019

STA Conference Room, 1229 W. Boone Avenue, Spokane, WA 99201

Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

SPOKANE TRANSIT AUTHORITY
CITIZEN ADVISORY COMMITTEE MEETING

April 10, 2019

AGENDA ITEM 2: PUBLIC EXPRESSIONS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Stacia Bowers, Executive Assistant

At this time, the Citizens Advisory Committee will give the public the opportunity to express comments or opinions.

Anyone wishing to speak should sign in on the sheet provided and indicate the subject of interest. Comments will be limited to three minutes per person and, if requested, answers will be provided by staff at a later date.

SPOKANE TRANSIT AUTHORITY
CITIZEN ADVISORY COMMITTEE MEETING

April 10, 2019

AGENDA ITEM 3: MINUTES OF THE MARCH 13, 2019 COMMITTEE MEETINGS
- CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Stacia Bowers, Executive Assistant

SUMMARY: Attached for your information, corrections, and/or approval are the minutes of the March 13, 2019 Citizen Advisory Committee meetings.

RECOMMENDATION TO COMMITTEE: Corrections and/or approval.

CITIZEN ADVISORY COMMITTEE MEETING (CAC)
Meeting Minutes for March 13, 2019
Southside Conference Room

MEMBERS PRESENT

Dennis Anderson
Ann Campeau
Charles Howell, Committee Chair
Brian Kamp
Larry Luton
Michelle Rasmussen

STAFF PRESENT

Stacia Bowers, Executive Assistant
Karl Otterstrom, Director of Planning & Development
Brandon Rapez-Betty, Director of Communications &
Customer Service
Emily Arneson, Community Ombudsman and Accessibility
Officer

MEMBERS ABSENT

Dick Denenny
Larry Lapidus
Madison Leonard

GUESTS

Susan Gray

1. CALL TO ORDER AND ROLL CALL

Charlie Howell called the meeting to order at 5:01 p.m. and conducted roll call.

2. PUBLIC EXPRESSIONS

None.

3. COMMITTEE ACTION

a. Minutes of the Citizen Advisory Committee - Corrections or Approval

Charlie Howell asked the committee to address the minutes of the December 12, 2018 and February 13, 2019 meetings. The minutes were approved.

b. Recommendation to PMER for new CAC Member

The committee voted and approved a recommendation for PMER to appoint Susan Gray as a CAC member at their next meeting.

4. COMMITTEE REPORTS:

a. Low Income Fare Discussion:

Emily Arneson provided information about how income-based fare structures work in some other cities. Spokane Transit already has a reduced fare program based on age, disability, and Medicare, but not income. Ms. Arneson noted that other agencies offering low-income fare programs have various funding sources, including state legislation for a dedicated funding source, jurisdictional partnerships, and fare box recovery impact. PMER requested estimates on potential costs for such a program in Spokane. There are many variables, and a new committee has been formed to research the cost. .

b. I-90/Valley High Performance Transit (HPT) Line:

Karl Otterstrom gave a brief update of the vision for the I-90/Valley HPT corridor. The I-90/Valley HPT corridor is two-way, all-day transit service traveling from Spokane eastward to Spokane Valley and Liberty Lake, with the possibility of a future extension to Coeur d'Alene along Interstate 90.

The STA Moving Forward Plan includes funding for additional service on I-90, introducing some elements of High Performance Transit (HPT); replacing or expanding the current Mirabeau Park and Ride to include transit center infrastructure; and building a new Liberty Lake Park and Ride that offers greater capacity than the current facility. These

improvements are to be completed by or before 2023. Mr. Otterstrom suggested a potential field trip this summer for this project.

STA Moving Forward Project Progress Delivery Report:

Karl Otterstrom reviewed the STA Moving Forward Projects quarterly Progress Report handout.

c. Community Perception Survey Results:

Brandon Ropez-Betty provided the results of the Community Perception Survey performed by Critical Data. The survey used data collected from 400 completed interviews in November and December 2018 via landline and cell phone. The margin of error is +/- 2.6% with a 95% confidence level. The key finding was overall approval rating of Spokane Transit services is higher than all previous studies. Mr. Ropez-Betty noted from the study that respondents believe things are going right in the Spokane area, the top issue was poverty/homelessness and then, traffic congestion and condition of the roads. Most respondents rate Spokane Transit as good or excellent and had no concerns or complaints and suggestions were to keep up the good work

d. Recruitment/Orientation:

Brandon Ropez-Betty reported that he would send information on the CAC to Mary May at Community Frameworks.

Brian Kamp will find out who Ben Cabildo's delegate is while he is out sick so that information on CAC can be sent to them.

5. COMMITTEE INFORMATION:

None.

6. GENERAL BUSINESS:

Brandon Ropez-Betty to make a quick clarification on bringing ideas and concerns to CAC and utilizing the General Business portion of the meeting. He stated that there would be more time scheduled in this area so that CAC members can identify a concern and give a brief description so that STA can vet the issue and get a response ready.

Larry Luton requested that STA look at how to make interface easier with multi-modal options, specifically bikes and suggested finding a way to work together with Lime bikes.

Brandon Ropez-Betty replied to the CAC that the Plaza applied to become a bike friendly business that we are transitioning into three position bike racks and are very involved in the community with bike education, Walk, Bike, Bus and other events.

Karl Otterstrom reported that Mike Tresidder from STA is working with Lime bikes.

7. SET MEETING SCHEDULE & AGENDA ITEMS:

- Minutes of the March 13, 2019 Committee meeting – *Corrections/Approval*
- Cheney Route
- Budget
- Fixed Route Survey Results
- Legislative update
- Recruitment/Orientation /PMER Observations

7. ADJOURN

Respectfully submitted,

Stacia Bowers
Executive Assistant to the Director of Communication & Customer Service

SPOKANE TRANSIT AUTHORITY
CITIZENS ADVISORY COMMITTEE MEETING

April 10, 2019

AGENDA ITEM 4b: 2018 UNAUDITED YEAR END FINANCIAL REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Lynda Warren, Director of Finance & Information Systems

SUMMARY: Staff will present the 2018 Year End Financial Report.

RECOMMENDATION TO COMMITTEE: Information only

SPOKANE TRANSIT AUTHORITY
CITIZENS ADVISORY COMMITTEE MEETING

April 10, 2019

AGENDA ITEM 4c: **FIXED ROUTE SURVEY RESULTS**

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Brandon Rapez-Betty, Director of Communications & Customer Service

SUMMARY: Spokane Transit Authority (STA) commissioned Robinson Research, procured through a bidding process, to conduct the 2018 On-Board Fixed Route Passenger survey of no fewer than 1,700 bus riders. Quotas were established for time of day, day of the week, and specific routes. STA provided the information to Robinson Research from which the quotas were established. The surveys were conducted in the third week of October. This survey was developed similarly to previous studies to maximize opportunities for date comparisons over time.

RECOMMENDATION TO COMMITTEE: Information only

**SPOKANE TRANSIT AUTHORITY
CITIZENS ADVISORY COMMITTEE MEETING**

April 10, 2019

AGENDA ITEM 4d: RECRUITMENT/ORIENTATION UPDATE

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Charlie Howell, CAC Chair

SUMMARY:

Chair will provide an update on recruitment and orientation.

RECOMMENDATION TO COMMITTEE: Information only

SPOKANE TRANSIT AUTHORITY
CITIZEN ADVISORY COMMITTEE MEETING

April 10, 2019

AGENDA ITEM 5: GENERAL BUSINESS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Stacia Bowers, Executive Assistant

SPOKANE TRANSIT AUTHORITY
CITIZENS ADVISORY COMMITTEE MEETING

April 10, 2019

AGENDA ITEM 6: **REVIEW MAY 8, 2019 DRAFT AGENDA ITEMS**

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Stacia Bowers, Executive Assistant

SUMMARY:

At this time, members of the Citizens Advisory Committee will have an opportunity to review and discuss the items proposed to be included on the agenda for the May 8, 2019 Committee meeting.

Proposed agenda items include:

- Minutes of the April 10, 2019, Committee meeting – *Corrections/Approval*
- I-90/Valley HPT Line
- Communications Update
- Recruitment/Orientation

RECOMMENDATION TO COMMITTEE: Review and discuss